



City of Duluth Facility Alcohol Consumption Permit

Date _____

Private Host _____ Non-Profit _____ Business/Co/Club _____

Contact:	H Phone:
Organization:	W Phone:
Address:	C Phone:
City: State: Zip:	Email:
Type of Event:	Attendance:
Building: Date: Time:	
Park: Date: Time:	

Security Requirements

Buildings & Parks

- ☐ applications for alcohol consumption must be submitted at least 30 days prior to the event
- ☐ pending review of your application by the Duluth Police Department Licensing Agent, a licensed peace officer(s) employed by the City of Duluth may be required to be present at all times alcohol is consumed
- ☐ contact Officer Jim Hansen or jhansen@duluthmn.gov for information on obtaining a licensed peace officer; go to http://www.duluthmn.gov/police/hiring_an_officer.cfm for further information and to print the application for hiring licensed peace officers employed by City of Duluth
- ☐ you will be notified of the decision and must submit confirmation of securing an officer(s) prior to your permit being issued
- ☐ this permit does not allow for the SALE of alcoholic beverages, only the consumption
- ☐ no alcoholic beverage shall be distributed to, carried on, or consumed by the persons attending this event unless an alcohol consumption permit has been approved and security is present
- ☐ MN State statutes may also apply – please review the attached policies and requirements
- ☐ *buildings*: alcohol consumption is restricted to within the building
- ☐ *parks*: alcohol consumption is restricted to within 50 feet of the existing shelter or designated area if a shelter does not exist

Please return this form and fee to: Parks & Recreation Division
City Hall - Ground Floor
411 W 1st St
Duluth MN 55802

For Police Department use only:

Alcohol Security Requirements

Licensed Peace Officer Employed by City of Duluth: YES NO # _____	Applied for: YES NO
Private Security Licensed in the State of MN: YES NO # _____	Applied for: YES NO
Licensing Agent Approval:	

For office use only:

Amount Due:	Amount Pd:	Date Rcvd:	Permit Type:
Check # _____ Receipt# _____ Cash _____			
Proof of Licensed Peace Officer or Licensed Private Security Received: _____			

Privately Hosted Events

- < this type of event is hosted by a private citizen(s)
- < this type of event requires
 - X\$50/park or \$100/building alcohol consumption fee to be included with the reservation fee
 - Xcash bar - must be catered by a restaurant with a caterer's permit
 - Xa copy of the contract with the restaurant must be submitted before your permit will be issued

Business/Company/Club Hosted Events

- < this type of event is hosted by an organized club or for-profit business or company
- < this type of event requires
 - X\$50/park or \$100/building alcohol consumption fee to be included with the reservation fee
 - Xa caterer - whether the alcohol is provided or there will be a cash bar, the event must be catered by a restaurant with a caterer's permit who provides both the food and alcohol
 - Xa copy of the contract with the restaurant must be submitted before your permit will be issued

Non-Profit Hosted Events

- < this type of event is hosted by a non-profit organization
 - X\$50/park or \$100/building alcohol consumption fee to be included with reservation fee
 - Xif cash bar - a Temporary Liquor License must be secured; contact the City Clerk's Office at 218.730.5500 for information
 - Xa copy of this license must be submitted before your permit will be issued

Security Requirements

Buildings & Parks


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- < you will be notified of the decision and must submit confirmation of securing an officer(s) prior to your event permit being issued
- < *buildings*: alcohol consumption is restricted to within the building
- < *parks*: alcohol consumption is restricted to within 50 feet of the existing shelter or designated area if a shelter does not exist

- If a licensed peace officer(s) is required ~ please contact Officer Jim Hansen by email at jhansen@duluthmn.gov

- Go to http://www.duluthmn.gov/police/hiring_an_officer.cfm for further information and to print the application for hiring licensed peace officers employed by City of Duluth

Sections of these policies are enforceable by City Ordinances and State Statutes:

 Duluth City Code: Chapter 8

 MN State Statute: 340A101, 340A.414